



**CITY OF BURLINGTON  
BOARD OF HEALTH**  
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## BOARD OF HEALTH

David Casey, MA, RN (**Chair**); Mary D. Hart, RN; Julie Hathaway, MD, PhD; Taylor Newton; Caroline Tassey, APRN

## HEALTH OFFICER

William Ward, Director of Permitting & Inspections

**DRAFT MINUTES FOR REGULAR MEETING OF  
BURLINGTON BOARD OF HEALTH  
Robert Miller Center, 130 Gosse Ct  
Thursday 10 October 2019 at 6:30 PM**

**Attending:** *David Casey; Mary Hart; Julie Hathaway; Taylor Newton; Caroline Tassey; William Ward (leaves meeting at 8:25 PM); Cara Simoneau, Board of Health Administrator; Steve Cormier, Housing Administrator*

**Absent:** *N/A*

Meeting called to order by Chair Casey at 6:34 PM

AGENDA ITEM	DISCUSSION	ACTION TAKEN
<b>1. Approvals</b> <ul style="list-style-type: none"><li><b>Agenda</b></li> <li><b>September 2019 meeting minutes</b></li></ul>		<p>Mr. Newton made motion to accept agenda. Ms. Tassey seconded. All in favor.</p> <p>Mrs. Hart made motion to accept minutes. Mr. Newton seconded. All in favor.</p> <p>The Board and staff made introductions. Director Ward introduced new Board of Health Administrator Cara Simoneau and announced</p>

		outgoing Board of Health Administrator and current Housing Administrator Steve Cormier had been hired as the department's newest Health & Housing Inspector.
<b>2. Public Forum / Emerging Issues</b>	<i>No members or public present; no emerging issues discussed</i>	
<b>3. Chair's Report</b> <ul style="list-style-type: none"> <li><b>Schedule next school safety review</b></li> </ul>	<p>Chair Casey commented on emailing about scheduling the next review and the Board agreed to Tuesday, 29 October 2019 at 4:00 PM.</p> <p>Ms. Tassey commented on meeting with Mariah Sanderson of Burlington Partnership for a Health Community concerning the Marijuana legalization info card.</p> <p>Chair Casey introduced the “<i>Communication Thoughts for Burlington Board of Health ‘Legalization Guide’</i>” to the record, comprising various parties’ comments on the Marijuana legalization info card.</p> <p>Ms. Tassey and Director Ward commented on the language of the card and on keeping feedback on file for reference at possible future printings.</p> <p>Chair Casey, Dr. Hathaway, and Ms. Tassey commented on the differences between state and federal statuses of marijuana.</p> <p>Ms. Tassey and Director Ward commented on places to distribute and reaching out to Champlain College as a potential location.</p>	

<ul style="list-style-type: none"> <li><b>Review of efforts – use of A3</b></li> </ul>	<p>Chair Casey introduced the “<i>Problem Solving A3</i>” worksheet to the record and the Board utilized them to work through issues of importance to them: Chair Casey worked through the Board’s budgeting process; Mrs. Hart worked through the pesticide application process; Mr. Newton worked through the public bathroom discussion issue; Director Ward worked through the school inspection process.</p> <p>Dr. Hathaway commented on the usefulness of this process.</p> <p>The Board and Director Ward worked through the entire A3 process, discussing each step as they worked through the process.</p>	
<p><b>4. Marijuana legalization info card</b></p> <ul style="list-style-type: none"> <li><b>What next?</b></li> </ul>	<p><i>Agenda item passed over</i></p>	
<p><b>5. Discussion on Hepatitis A prevention</b></p> <ul style="list-style-type: none"> <li><b>Oversee Public Bathroom Planning Coalition?</b></li> </ul>	<p>Chair Casey commented on meeting with Ward 8 City Councilor Adam Roof at the September meeting concerning this issue.</p> <p>Mr. Newton commented on the Board taking this on, especially as a long-term project.</p> <p>Chair Casey, Dr. Hathaway, Mr. Newton, and Ms. Tassey commented on what the City Council would like the Board to do, such as focusing on possible locations for public facilities.</p> <p>Chair Casey and Mr. Newton commented on the studies and surveys so far put out by the City Council concerning this issue.</p>	

<b>6. Public Outreach / Communications</b> <ul style="list-style-type: none"> <li>• <b>Language for Front Porch Forum update</b></li> </ul>	<i>Agenda item passed over</i>	
<b>7. Celebrations</b> <ul style="list-style-type: none"> <li>• <b>Celebration</b></li> </ul>	<p>Chair Casey announced his resignation as both Chair and member of the Board of Health, effective immediately.</p> <p><i>**Director Ward leaves meeting**</i></p>	
<b>8. Next meeting – currently set as 14 November 2019</b>		
<b>9. Adjournment</b>		Ms. Tassej made motion to adjourn. Mrs. Hart seconded. All in favor.

Meeting adjourned at 8:36 PM